

# Clarke County

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Planning Commission  
**Regular Meeting Minutes**  
November 7, 2014



A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, November 7, 2014, 2014.

## **ATTENDANCE**

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Randy Buckley; Scott Kreider; Doug Kruhm; Frank Lee; Cliff Nelson; and Jon Turkel.

**ABSENT:** John Staelin

## **STAFF**

Brandon Stidham, Planning Director; Jesse Russell, Zoning Administrator; and Debbie Bean, Recording Secretary.

## **CALLED TO ORDER**

Chair Ohrstrom called the meeting to order at 9:00 a.m.

## **APPROVAL OF AGENDA**

The Commission voted unanimously to approve the agenda.

**Yes:** Bouffault (seconded), Buckley, Caldwell, Kreider, Kruhm, Lee, Nelson (moved), Ohrstrom, and Turkel

**No:** No one

**Absent:** Staelin

## **APPROVAL OF MINUTES**

The Commission voted to approve the briefing meeting minutes of September 30, 2014.

**Yes:** Bouffault, Buckley (seconded), Caldwell (moved), Kreider, Kruhm, Lee, Nelson, Ohrstrom, and Turkel

**No:** No one

**Absent:** Staelin

The Commission voted to approve the regular meeting minutes of October 3, 2014 with one minor correction.

**Yes:** Bouffault, Buckley, Caldwell, Kreider (seconded), Kruhm (moved), Lee, Nelson, Ohrstrom, and Turkel

**No:** No one

**Absent:** Staelin

## **Set Public Hearing Items**

### **SPECIAL USE PERMIT / SITE PLAN (SUP-14-01 /SP-14-04)**

New Cingular Wireless PCS LLC (aka AT&T Mobility) is requesting an approval of a Special Use and Site Plan for installing a 90' tall telecommunications monopole (includes whip antennas) with 3 arrays containing a total of 12 antennas and associated equipment within a 2500 sq. ft. fenced compound. The property is identified as Tax Map 9-5-6, located in the 2900 block of Allen Road in the Russell Election District and is zoned Agricultural Open-Space Conservation (AOC).

Mr. Russell explained this request. He said that the proposed request for a 90' tall telecommunications monopole will be located on the property owned by Wayne and Sharon Warfield in the 2900 block of Allen Road. He said that the applicant has provided all required information at this time. He stated that a balloon test will be conducted on November 13, 2014 from 8:00 a.m. until 12:00 noon to see how visible the tower will be. After discussion with Staff and the Commission, Chair Ohrstrom called for a motion.

The Commission voted unanimously to set public hearing on this request for the next regular meeting of the Commission on December 5, 2014.

**Yes:** Bouffault (seconded), Buckley, Caldwell (moved), Kreider, Kruhm, Lee, Nelson, Ohrstrom, and Turkel

**No:** No one

**Absent:** Staelin

### **ZONING ORDINANCE TEXT AMENDMENT (TA-14-05)**

Proposed technical amendments to the Zoning Ordinance:

1. Amend §2-B-1-c to change the location of the Official Zoning Map from the Office of the Clerk of the Circuit Court to the Department of Planning. The purpose is to note the correct physical location of the Official Zoning Map.
2. Amend §3-A-10-a-3, Special Uses and Structures (Business Park District), to add two new special uses – “Recreation, Commercial Indoor (NAICS Code 71394)” and “Petroleum Bulk Stations and Terminals (NAICS Code 424710).” The purpose is to reflect the recent inclusion of these two uses in the Town of Berryville Zoning Ordinance.

Mr. Stidham explained this request. He said that this proposed text amendment is to address two technical issues that require updating of the Zoning Ordinance. He stated that one amendment will change the official location of the County's Zoning map from the office of the Clerk of the Circuit Court to the Planning Department.

He stated that the other amendment will add two new special uses, “Recreation, Commercial Indoor” and “Petroleum Bulk Stations and Terminals,” to the County's Business Park regulations in order to reflect the addition of both uses in Berryville's Zoning Ordinance. He said that the County and Town Ordinances need to correspond because development projects frequently enter the land use review process under the County's zoning authority (e.g., rezoning, special use

permit applications) and are completed under the Town's zoning authority following annexation. He noted that it is important to ensure that the land use regulations remain consistent between the two jurisdictions. After discussion with Staff and the Commission, Chair Ohrstrom called for a motion.

The Commission voted unanimously to set public hearing on this text amendment for the next regular meeting of the Commission on December 5, 2014.

**Yes:** Bouffault (moved), Buckley, Caldwell (seconded), Kreider, Kruhm, Lee, Nelson, Ohrstrom, and Turkel

**No:** No one

**Absent:** Staelin

### **Board/Committee Reports**

#### **Board of Supervisors (John Staelin)**

Mr. Stidham stated that the two Text Amendments the Planning Commission recommended for approval to the BOS were adopted. He said they were TA-14-02 - Administrative Land Divisions and TA-14-04 - Commercial Boarding Kennels. He stated that the Board set public hearing for November 18, 2014 on TA-14-03 - Application Filing Deadlines. He said the Board adopted the Economic Strategic Plan and the Plan will be printed after one final proof.

#### **Sanitary Authority (John Staelin)**

No report.

#### **Board of Septic & Well Appeals (John Staelin)**

No report.

#### **Board of Zoning Appeals (Anne Caldwell)**

No report.

#### **Historic Preservation Commission (Doug Kruhm)**

Commissioner Kruhm stated that the HPC will have a Public Hearing on November 19, 2014 at 3:00 p.m. on site for John Elsea for an addition to his residence.

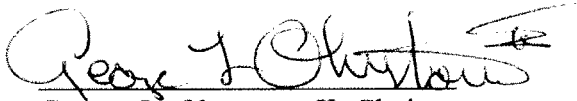
#### **Conservation Easement Authority (George Ohrstrom, II)**

Chair Ohrstrom stated that the CEA has closed on two easements for Moore and Dorsey.

### **Other Business**

Commissioner Bouffault asked if the Commission was going to discuss breweries. Mr. Stidham stated that Staff will be working on an amendment to the Zoning Ordinance and will discuss it at the Briefing meeting on December 2, 2014.

There being no further business to come before the Planning Commission, the meeting was adjourned at 9:13 a.m.



George L. Ohrstrom, II, Chair



Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary